



UNITED STATES MARINE CORPS
COMMANDING GENERAL
BOX 788100
MARINE CORPS AIR GROUND COMBAT CENTER
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 5500.18
7
10 Jun 1997

COMBAT CENTER ORDER 5500.18

From: Commanding General
To: Distribution List

Subj: CRIME PREVENTION/PHYSICAL SECURITY PROGRAM

Ref: (a) MCO 5500.18
(b) OPNAVINST 5530.14B
(c) MCO 5500.13A

Encl: (1) Membership of Crime Prevention/Command Security Council

Reports Required: DON Physical Security and Loss Prevention Manual (Report control number OP-09N/NISCOM-24), page 1-17, paragraph 0116 (a) and (b).

1. Purpose. To promulgate policy, per the references, for the establishment and conduct of an integrated and effective crime prevention program aboard the Marine Corps Air Ground Combat Center, Twentynine Palms, California.
2. Cancellation. CCO 1600.1A.
3. Background. Reference (a) requires the establishment, extension and execution of an installation-wide crime prevention program. This program will constitute an organized and concerted effort to reduce crime aboard the Combat Center at all levels of the command. It will apply to all military and civilian personnel assigned to, stationed at, employed by or otherwise engaged in activities aboard the Combat Center.
4. Definitions. For the purpose of this Order, the following definitions apply:
 - a. Crime. An act or omission, defined by law, and made punishable by constituted authority through a judicial proceeding for the protection of society.
 - b. Crime Prevention. The application of measures necessary to minimize or eliminate the opportunity, or desire to commit or engage in criminal activities.
 - c. Crime Repression. The reduction of crime through such measures as education, patrolling, physical security and crime prevention surveys/inspections. Timely and thorough investigation of incidents and the employment of off-limits procedures to preclude military personnel from presence of or potential for criminal conduct by personnel within a command.
 - e. Physical Security. That portion of crime prevention concerned with protective measures taken to safeguard individuals and to prevent unauthorized access to structures, equipment, facilities and material.
 - f. Physical Security Survey. The on-site examination of a specific facility or activity conducted by a formally trained physical security specialist (MOS 5814) to identify security weaknesses and recommend corrective measures.

g. Physical Security Inspection. A comprehensive review of physical security and loss prevention programs of a particular activity to determine compliance with all applicable policies and orders.

h. Crime Prevention/Physical Security Program. An ongoing installation-wide program directed toward educating, planning, executing, reviewing, evaluating and updating courses of action or measures that prevent criminal acts from occurring, or that minimize the opportunity or motivation to commit, conceal, or engage in criminal activities.

5. Objective. The objective of the Combat Center crime preventive/physical security program is to eliminate or reduce crime by minimizing the opportunity and/or neutralizing the inclination to commit criminal acts.

6. Scope

a. As stated in reference (a), crime prevention requires a concerted effort at all levels to minimize the opportunity to commit or conceal criminal acts. Enforcement is an important aspect of any prevention program, and therefore, offenders must be detected promptly, apprehended, and referred to proper authorities for appropriate disposition by way of administrative process or judicial action. Corrective action must be accomplished expeditiously and be commensurate with the offense.

b. A successful crime prevention program requires continuing command emphasis and must an environment where criminal activity will not distract from mission accomplishment; adversely affect the health, welfare, or morale of personnel; or produce an unfavorable image of the Marine Corps.

7. Policy. While crime prevention/physical security is a command responsibility, the Provost Marshal is the staff officer responsible for coordinating the installation's crime prevention/command security officers complement the overall security efforts of the installation.

8. Program Elements. The crime prevention/physical security program consists of the following major elements:

a. Education. Aimed at establishing a comprehensive, ongoing crime prevention program through awareness training and prevention seminars.

b. Prevention. Directed toward precluding personnel from becoming victims of criminal activity and the elimination of reduction of conditions conducive to crime.

c. Enforcement. Designated to ensure timely detection, investigation, apprehension, and prosecution of offenders.

d. Correction. Aimed at removing offenders from the community, rehabilitating and returning them to duty, or referring them for administrative separation from the Marine Corps.

7. Policy. While crime prevention/physical security is a command responsibility, the Provost Marshal is the staff officer responsible for coordinating the installation's crime prevention/physical security and law enforcement programs. As such, the Provost Marshal is responsible for ensuring policy recommendations made by the crime prevention/command security council and programs developed by the activity security officers complement the overall security efforts of the installation.

8. Program Elements. The crime prevention/physical security program consists of the following major elements:

- a. Education. Aimed at establishing a comprehensive, ongoing crime prevention program through awareness training and prevention seminars.
- b. Prevention. Directed toward precluding personnel from becoming victims of criminal activity and the elimination or reduction of conditions conducive to crime.
- c. Enforcement. Designated to ensure timely detection, investigation, apprehension, and prosecution of offenders.
- d. Correction. Aimed at removing offenders from the community, rehabilitating and returning them to duty, or referring them for administrative separation from the Marine Corps.

9. Program Establishment. To provide an effective program, it is essential that a systematic approach be developed toward attaining realistic objectives within a reasonable time frame. An effective program requires total integration and involvement of all resources available to the unit commander to ensure that:

- a. Dissemination of information is made in a timely and coordinated manner.
- b. Problems conducive and/or unique to a criminal environment are identified and isolated.
- c. Contributory causes are sought, analyzed and steps are taken to eliminate them.
- d. Long range goals and objectives are established for complexions within a realistic time frame.
- e. Tasks are developed to have a direct bearing on solving the problem through redction on elimination and are compatible with long range goals and objectives.

10. Action. Per reference (b), there will be a Command Security Council (CSC) established to meet the requirements as set forth in reference (a). The CSC will meet at least quarterly. The CSC will provide the Commanding General with ready means for coordinating and implementing initiatives which support the Combat Center's Security Program to include Crime Prevention and Physical Security.

a. the CSC will be coordinated by the OIC, Criminal Investigation Division who is under the cognizance of the Chief of Staff. The MCAGCC Adjutant will fill the billet of MCAGCC Security Manager as an additional duty. It can be filled by either a commissioned officer/warrant officer or an equivalent civilian employee. Membership will include commanders of battalion/squadron sized activities as well as key member of the MCAGCC staff to include directorates as listed in enclosure (1).

b. The CP/CSC may perform any or all of the following functions:

- (1) Develop and distribute the installation threat assessment.
- (2) Develop the Physical Security Plan.
- (3) Evaluate the effectiveness of the current security program.
- (4) Recommend priorities for the commitment of security resources to the commander.

(5) Evaluate the results of security related inspections, surveys, and exercises and recommend corrective actions.

(6) Review installation entry and visitor control procedures.

(7) Evaluate the results of security related inspections, surveys, and exercises and recommend corrective actions.

(8) Evaluate large losses or thefts and corrective actions taken.

(9) Develop security education requirements.

(10) Review existing regulations, directives, and plans to ensure the installation can support an anti-terrorism program suited to existing conditions.

(11) Provide guidance for the development and distribution of command security policy.

(12) Plan, organize, conduct and evaluate unit's execution of their Emergency Action Plan.

c. Activity Security Officer. Each battalion/squadron will appoint, in writing, an individual to fulfill duties as the activity's security officer. Additionally, each directorate will designate an individual (security coordinator) to be responsible for security matters. Individuals may be assigned such duties on a collateral basis (providing it does not interfere with other additional duties) and will be a commissioned officer, staff noncommissioned officer, or equivalent civilian employee. Ideally unit security managers and facilitate coordination. In addition to running the information and personnel security program the unit security manager will also perform the following duties:

(1) Plan, manage, implement, and direct the activity's physical security, and crime prevention program to include the development and implementation of a comprehensive physical security plan.

(2) Identify property and structures to be protected, specifically included will be all storage areas for government property.

(3) Identify restricted areas and those areas determined to be vital to or of substantial importance to National Security and ensure that they are designated in writing by the commanding officer and that the Provost Marshal receives notification of the same.

(4) Identify by location and priority the assets to be protected.

(5) Determine and identify the resources (i.e., personnel, materials, funds, etc.) required to implement physical security and crime prevention measures. Activities will specify facility, training, construction and equipment requirements necessary for compliance with the provisions of this order and the references, and will program and budget required fiscal resources using appropriate directives.

(6) Serve as the activity's point of contact on all requests for waivers and exceptions to physical security requirements.

(7) Develop and implement the activity's crime prevention plan which will include, at a minimum, the following:

(a) Identification of property susceptible to pilferage and theft.

(b) Procedures for inspections and audits to enhance property accountability.

(c) Procedures for loss reporting and trend analysis.

(8) Develop and administer a security education program.

(9) Originate requests for physical security waivers and exceptions as set forth in the reference and retain copies of all approvals for a period of three years.

(10) Coordinate physical security requirements with the Combat Center Provost Marshal.

(11) Ensure that copies of Missing, Lost, Stolen, and Recovered Property Reports (MLSR's) are provided to the Provost Marshal for appropriate physical security design/technical manuals.

d. Head Facilities Management Division. The Combat Center Facilities Management Division will:

(1) Ensure new construction complies with the requirements of reference (c) and appropriate physical security design/technical manuals.

(2) Ensure plans for new construction, incorporating physical security features, are reviewed by the Provost Marshal or designated representative during the design and review phases of construction.

(3) Ensure physical security enhancement modifications (new intrusion detection alarm system equipment, security fencing, security lighting, etc.) to existing buildings, facilities, sites etc., are reviewed by the Provost Marshal or designated representative during the design and review phases of construction.

(4) Requests for modification will be forwarded to the public Works Officer, via the Provost Marshal, who will ensure that changes are consistent with the applicable security criteria.

e. Resident Officer in Charge of Construction. The Combat Center Resident Officer-in-Charge of Construction will:

(1) Ensure all new construction complies with regulations set forth as required.

(2) Ensure that the Provost Marshal or designated representative is notified when final phases of constructions inspections are to be conducted. The inspections will be conducted with the Provost Marshal representative to ensure that all physical security/crime prevention measures are in compliance with current regulations.

f. Provost Marshal. the Provost Marshal will:

(1) Determine the adequacy of the Combat Center's Physical security and crime prevention program by identifying those in which improvements are required and recommend corrective measures to the responsible commanding officer.

(2) Develop and implement a comprehensive installation physical security plan.

(3) Conduct physical security surveys as prescribed in the references.

(4) All copies of waivers, exceptions and requests along with HQMC endorsements and approvals will be maintained by the requesting unit for period of three years.

(5) Maintain liaison with federal, state, and local agencies and military activities concerning mutual physical security responsibilities.

(6) Develop security and anti-terrorism aspects of crisis management to include participation in planning and implementation of procedures for crisis management situations which pose a threat to the physical security of the installation.

(7) Provide technical assistance and recommend equipment, procedures, and methods to enhance physical security and loss prevention efforts as required.

(8) Assist in establishment and administration of the Physical Security Council as described herein.

(9) Conduct law enforcement operations in support of the installation's Physical Security and Crime Prevention Program, including measures for enhancement of security during periods of increased threat and crisis situations.

g. Armed Forces Disciplinary Control Board (AFDCB). As a means of dealing with off-base threats to welfare, safety, and discipline of our Marines and Sailors, the CP/CSC has the authority to convene when appropriate, per reference (b), the AFDCB. The mission of the AFDCB is as follows:

(1) Advise and make recommendations to the Commanding General on matters concerning the elimination of crime or other conditions which may negatively affect the health, safety, morals, welfare, morale and discipline of the marines and Sailors stationed aboard the Combat Center.

(2) To recommend restrictive action to the Commanding General under the procedures set forth in reference (b) in order to place off-base establishments and areas in Riverside and San Bernardino counties off-limits recommendations short of off-limits procedures.

(3) Ensure the establishment and maintenance of the highest degree of liaison and coordination between the commands and appropriate civil authorities.

11. Applicability. This Order is applicable to all commands and organizations located aboard the Combat Center.

D. L. JOHN
CHIEF OF STAFF

DISTRIBUTION: A-1

MEMBERSHIP OF CRIME PREVENTION/COMMAND SECURITY COUNCIL

Coordinator: MCAGCC Adjutant

Executive Council Member:

Provost Marshal	I&L (Representative)
O & T (Representative)	C&D (Representative)
CCSG-1 (Representative)	AGSE (Representative)
MCCES (Representative)	HQBN (Representative)
ADP Security Officer	Operations Security Officer
7th Marines (Representative)	NCIS (Representative)
Base Inspector	

Ad hoc Council Members:

Naval Hospital (Representative)	NREA (Representative)
Manpower (Representative)	23rd Dental Company (Representative)
Comptroller (Representative)	Staff Judge Advocate (Representative)
PAO (Representative)	MWR (Representative)
1st VMU (Representative)	EOD (Representative)
Special Security Officer (SSO)	7th Marines (Representative)

ENCLOSURE (1)